

MULBARTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at

7.30pm on Monday 4th December 2017

Councillors present:-

Peter Leigh Beverley Leek Richard Tucker

Steve Sewell Adam Banham Derek Aldous

First Public Session.

Cllr Leigh introduced Mr Steve Royal, Operations Manager for Konect Bus Group. Mr Royal reported that the 37A bus service had started in May as part of Konect's expansion plans in the competitive bus service market and it has had a good response from the public with passenger numbers growing each month; last month they have 1000 concessionary users. Mr Royal stated that he was keen to hear from the public about ways to improve the service or suggestions for alternative routes; these can be made via the Konect feedback information address and they would be passed onto him.

Mr Royal explained that Norfolk County Council are looking at making savings of £1/2million on bus subsidies and this may reduce some services, and may affect some Sunday and evening services in Mulbarton, he was keen to stress this would not affect the 37A as this was run on a commercial basis.

In response to a question about using smaller buses on the 37A route, Mr Royal explained that although they have smaller buses in the fleet the size of bus used is due to how routes are scheduled and the Mulbarton bus is used at either end of the day as a school transport bus for which they needed to use a double decker and that the size of the bus made little difference in respect of running costs.

During discussion about an evening/night bus to and from Norwich that many felt would be popular with residents and in particular 14 – 17 year olds, Mr Royal stated that the pattern of evening travel had changed as people now went out later.

During discussion about a bus service from Mulbarton to Wymondham that many thought would also be popular, Mr Royal stated that it was not just Mulbarton that was expanding, many villages were and that Bracon Ash wasn't far from Silfield and perhaps a route to Wymondham via this area could be considered.

Cllr Leigh reported that Mary Latten, SNC Community Connector who was due to attend this meeting was not in attendance.

1.1 District and County Councillors' Report

District and County Councillor Colin Foulger reported that the first phase of the Northern Distributor Route (NDR) had opened between the Fakenham and Cromer Roads; the next phase (west end) is due to open in two weeks' time with the east phase due for completion in March/April next year. He reported that he felt that the standard of construction was fantastic with there being no joins in the

surface laying and that the swales (depressions on edge of inside lanes to help water run off) had been sprayed with a mixture of green paint and grass seed, which when it grows will also help slow down water runoff.

In response to a public question about the road surface on the A11, Cllr Foulger reported that he has raised this twice but the road is the responsibility of Highways England and not the local Highways department.

County Councillor Nigel Legg reported that SNC were continuing discussions with Broadland District Council with a view of joining up with them as some councils have done in Suffolk and to look at savings that could be made by sharing senior posts; discussions are in the early stages and will continue next year and he would keep MPC updated.

Cllr Legg reported that with regards to the front car park he had been trying to get SNC officials to do something about it and although SNC have produced a report about the access road, no details are available to him, and though they have estimates for repair they are balking on who will pay and have suggested that users of the car park should make a contribution. Cllr Legg has pointed out to SNC officials that many of the users are due to their (SNC) activities for example the ParkRun and School.

1.2 Public Session

In response to a member of the public statement that the majority of the car park users were local, Cllr Legg responded that many of the ParkRun don't live locally and came by car. Cllr Leigh reported that the Parish Council had spent over £31,000 on the car parks in the last three years and that there were constraints to materials that could be used on the access road and front car park as they are designated part of common land within the village and in order to comply with legal restrictions these areas cannot have a non – permeable surface put on them.

During discussion it was suggested that the front car park could be restored to grass but then additional parking would need to be considered within the site as parking is not permitted on the common land and purchasing additional land is not feasible.

A member of the public suggested that all parking should be banned and that in their opinion there was nowhere in the village that you can't walk to in 10 minutes but if was going to be used as a car park then the state of it can't be ignored. It was also discussed that many users are ignoring the speed limit in the car park.

Cllr Aldous reported that MPC has been discussing parking and that on the previous Saturday there were 120 cars on site but if the front car park was put back to grass then it would be necessary to provide alternatives and thought is being put into this consideration and looking at the comprises that may result.

A member of the public stated that they could suggest alternatives and it was agreed that they would have discuss with Cllr Aldous after the meeting.

2.0 To close the meeting to public participation.

Cllr Leigh closed the meeting to public participation and formally started the Parish Council meeting.

3.0 To receive and consider apologies for absence.

Apologies were received from Cllr Reeve.

4.0 To receive declaration of interest on items on the agenda.

Cllr Banham declared an interest in any matters relating to planning.

Cllr Aldous declared an interest relating to agenda item 6.4

5.0 To confirm and sign the minutes of the Parish Council Meeting held on 6th November 2017.

The minutes of the ordinary meeting held on 6th November 2017 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Sewell.

5.1 To confirm and sign the minutes of the closed Parish Council Meeting held on 6th November 2017.

The minutes of the closed meeting held on 6th November 2017 were unanimously agreed as a true record of the meeting and duly signed after proposal by Cllr Leek and seconding by Cllr Sewell.

6.0 Finance -To receive financial report and approve invoices for payment as per schedule.

A proposed schedule of payments was handed out for approval, in addition to copies of the latest financial summary. Following proposal by Cllr Banham and seconding by Cllr Leek all payments were duly passed. A copy of payments is attached to these minutes.

6.1 To review costings for installing no parking poles on common land between car park and highway.

Cllr Leek reported that costs for supplying the poles and stakes plus installation were £1390 plus VAT. Following discussion about where the poles would be positioned, a similar approach to those by the village sign, and consideration were vehicles displaced from this area would go Cllr Leek proposed that the work should be completed within a budget of £1500; this was seconded by Cllr Banham and unanimously agreed.

6.2 To review costings for office ceiling tiles.

Cllr Leek reported details of the three quotes she had for replacement ceiling tiles. Cllr Leek proposed that replacement tiles should be purchased with a budget of £140; this was seconded by Cllr Tucker and unanimously agreed. It was agreed that the work would be done by the Councillors.

6.3 To review costings of bench options for bus stop.

Following discussion it was unanimously agreed in principle that the Glasdon countryside bench was the most suitable option, however an order cannot be placed as MPC has not been given consent by the land owner to install a bench in this location. A request for their permission has been submitted.

6.4 Grant application from the Church to automate the clock and bells.

Cllr Leigh reported the history to this request including the fact that a local resident had previously offered to cover 50% of the cost with the proviso that bells rang from 7am to 10pm. During discussion it was confirmed that although MPC has the contract with Smiths of Derby for the maintenance of the clock, as it designated as a war memorial, MPC don't own the clock and that the Church organise the completion of maintenance on the clock. It was unanimously agreed to put this item onto the next agenda to allow for an update quote to be obtained and also to check that the local resident is still willing to make a donation towards the costs and until a quote was received this could not be actioned.

6.5 Review of quotes for upgrading CCTV system and installing additional cameras.

Cllr Leigh reported that a second quote had been received for installing six cameras and upgrading the monitoring system had been received. It was noted that although it was much higher than the previous quote there was no annual service charge included as there was on the previous one. Following discussion it was unanimously agreed that more background/investigation of options and costings was required.

6.6 Review of quotes for work around village.

Cllr Leek reported that she had spoken to a contractor regarding rolling the pathways at the Meadows play area, and that they had suggested that this work should be completed in the spring. The cost was £250 plus vat, following discussion it was unanimously agreed to put this into next year's budget.

Cllr Leek reported that the quote to improve the access to the MUGA and to the shed was £400 plus VAT. Cllr Leek proposed that this quote was accepted, pending confirmation of the specification of work; this was seconded by Cllr Tucker and unanimously agreed.

Cllr Leigh reported that he had met with a second fencing contractor to discuss repairs need to the MUGA fence that was criminally damaged. The quote, which would use MPC supplied weld mesh, was a third of that of the first contractor at £450 plus VAT. Cllr Leigh proposed that this quote be accepted, this was seconded by Cllr Leek and unanimously agreed. On- site date to be agreed but to be done as soon as practicable.

6.7 Review budget and precept planning for 2018/19.

Cllr Leigh reported that MPC were still waiting for SNC to make a decision regarding the north end of the Meadows, for if it was available to purchase a budget provision would need to be made; the land has previously been ear marked by SNC for development as part of their call for sites. During discussion it noted that MPC had the area under license from SNC and all maintenance costs are paid for by MPC, and the area is in Bracon Ash and this included a large cost last year for work on the trees surrounding the area. It was agreed that Cllr Leigh would continue to pursue SNC for a definite answer on the future of the area. It was agreed that MPC would write to SNC asking them to carry the costs for the maintenance of the area and failing this, MPC would write to them with the option being for MPC to hand back the license, after giving the statutory six months' notice.

It was confirmed that precept forms, grant and tax base information was expected from SNC around 15th December and the returns deadline was 19th January 2018 and that the budget would need to be agreed at the next meeting so that a decision can made on the precept.

Cllr Leek raised concerns about footpaths and wished for maintenance/repairs to be included in the budget. Following discussion it was agreed that Cllr Leek would looking at options and costings.

6.8 Approval of quote to replace stolen swing for the Common.

Cllr Leigh reported that the replacement beam was ready for collection from being powder coated and that a local contractor would be installing this and a new support strut. Cllr Leek reported that the cost for a replacement swing, including fittings, and a new shroud for the elephant at the back of the village hall was £165 plus VAT. Following proposal by Cllr Leek, seconding by Cllr Sewell it was unanimously agreed to purchase these items. Councillor Leek to liaise with the contractor to carry out the work as one swing could be re-erected immediately the support strut had been sourced

7.0 Update and maintenance work on Common to Spring 2018.

Cllr Leigh reported that the contractor had just spent three and half days cutting back the brambles on the east side of the common, and there is still more work to do which will take approximately two days at a cost of circa £400. This cost and spend to date is within the budget previously agreed.

Cllr Leigh proposed that the entrance onto the Common by Birchfield be refurbished in a similar manner to the others already done around the Common, this was seconded by Cllr Aldous and unanimously agreed.

Cllr Leigh reported that MPC are still waiting for SNC to agree a date for the Common Steering Committee meeting and though SNC have previously quoted that they have management of the common but not responsible for maintenance, that MPC should carry on with works as it sees best and for the benefit of the people of Mulbarton.

Cllr Leigh reported that it may be necessary to review the hay cutting contract, the current contractor has been written to. It has been commented that the hay may be poor quality due to dog fouling but it may be that the timing of the cutting needs to be looked at and whilst there has been some criticism this year, possibly due to the weather, there have been no problems for the previous six years.

During discussion it was questioned if the recent damage from the ParkRun competition event has recovered; it was noted that the land owner has some strong views on this matter. It was discussed that having cleared the brambles on the Common it may be viable for the ParkRun to vary their summer course more often to minimise any damage and that generally they are very responsive in their approach.

8.0 Management of MUGA.

Cllr Tucker discussed a prepared handout regarding a follow up meeting with EA Tennis. During discussions options for keeping things as they were or for engaging EA Tennis were considered with questions and concerns raised about security, maintenance (planned and emergency) costings of installing new gates requiring power supply and the use and payment of the floodlights and possible conflict between EA Tennis and the Football Club using the facilities. Following discussion it was agreed that the current arrangements would continue with a further review next year when more is known regarding number of bookings being processed.

9.0 Request from Lime Tree Nursery to display banner in car park.

Cllr Leigh reported that the new nursery group, Lime Tree Nursery, who would start operating out of the village hall in January, had requested permission to site a banner on the fence in the car park. Following discussions it was unanimously agreed that this would be permitted with the condition that it would be replaced/removed if it started to look worn.

10.0 Update on Telefonica correspondence.

Cllr Aldous reported that there had been no further correspondence from Arqiva and that Telefonica have had an issue with planning but it is hoped that this will be resolved shortly.

Cllr Leigh reported that an electrical survey was completed last Friday for the proposed power route for the mast and nothing untoward had been noted, although the contractor would need to come back once the floodlights were on the make sure there was enough capacity in the system.

11.0 To consider any planning applications.

- 2017/2700; subdivision of garden of 86 Cuckoofield Lane: new single storey dwelling.

Following discussion it was agreed that MPC, as on previous occasions, could not support this application and would submit a response to SNC. Cllr Sewell will provide additional points to the Clerk for the response which will be circulated before being finalised and submitted.

- 2017/2655: Ash Cottage, 21 Rectory Lane, NR14 8AG: change of land use to extend residential curtilage. Erection of a porch at the front of the property. Single and two storey rear extension. Construction of new detached garage.

Following discussion it was agreed that MPC had no comments regarding this application.

12.0 Correspondence requiring consideration.

- Hornsea Project Three, Orsted South Norfolk Parish briefing on Wednesday 6th December. Cllr Aldous will be attending.

13.0 Sub-committee/liaison officer reports.

Cllr Leigh reported that he has been in correspondence with SNC regarding the allotments at Oakley Park, for which a waiting list of potential tenants has already been started. SNC have advised that Hopkins Homes are waiting for the water feeds to be metered and the allotment plots to be marked out. In response to a question about a potential handover date, SNC have referred this to Hopkins Homes, to which no response has been received.

Cllr Aldous reported that the HGV sign that was taken down during Anglian Water works on Cuckoofield Lane has gone missing from the green space; failure to reinstate this sign was reported to Highways following the last meeting. It was agreed that a fixed date is needed from Highways as to when this sign will go back up.

Cllr Leigh reported that the “polo” sign had been installed on the top of the finger sign post on the Common.

13.1 Review of outstanding works list.

The outstanding list was reviewed and completed tasks removed.

A quote to power the play area floodlight has been received for £120 +VAT. Cllr Leigh proposed that this work should be completed; this was seconded by Cllr Sewell and unanimously agreed.

Following discussion it was agreed that the ground under/along the zip wire needs to be flattened/rolled now rather than in the spring to minimise trip risks.

14.0 To receive any items for inclusion on the next agenda.

- Budget sign on
- Precept
- Church clock

15.0 To adjourn the meeting for the 2nd public session.

In response to a questioning about Telefonica withdrawing their application, Cllr Aldous advised that this was due to a technicality due to tree roots and discussions were taking place about how to move forward. Cllr Leigh confirmed that a new application was pending a tree survey and that all other surveys had been completed and permission from the owner of the common had been obtained.

In response to a member of the public who asked if they could still object to a new planning application for a mast, MPC confirmed that they could. The member of public informed the meeting that a mast wasn't needed as people could plug in (at home) a booster from their supplier.

In response to a question regarding the proposal for a temporary mast on private land, Cllr Leigh confirmed that the landowner had withdrawn their consent so this would no longer be happening.

A member of the public raised a concern about the leaves on the MUGA, it was acknowledged that these needed to be cleared and that their previous request had been acted on. It was noted that the tennis coach was operating that night with no comments.

There being no further business the meeting closed at 9.30pm.

The next meeting will take place on Monday 8th January 2018 @7.30 pm

Payments for November 2017

Cheque Number	Recipient	Details	Net total	Vat	Amount £'s
102535	Ultimate One Ltd	Mesh & Wire for MUGA fence	104.50	20.90	125.40
102353	Wicksteed Playgrounds	Wetpour repair village hall play area	640.00	128.00	768.00
102354	Anglian Water	Meadows	46.97		46.97
102355	Colorcote	Circular sign	98.00	19.60	117.60
102356	Colorcote	Tube for Common swing	70.00	14.00	84.00
102357	South Norfolk Council	Dog bins (x15) annual service charge	1050.00	210.00	1260.0
102358	B Leek	Expenses – broom	10.84	2.16	13.00
102359	D Aldous	Expenses – mileage	14.40		14.40
102360	A Phillips	Expenses – office supplies	55.11	6.24	61.35
102361	A Phillips	Salary – November	770.51		770.51
102362	HMRC	PAYE	288.27		288.27
102363	P Leigh	Expenses – office tool kit & circular sign fixings	40.85	6.68	47.53
102364	Information Commissioner	Data protection registration for 2018	35.00		35.00
102365	K Gooch	Common hay cutting	260.00		260.00
102366	Ribbonsdale Nurseries	Common bramble cutting	700.00	140.00	840.00
		Total for month:	4184.45	547.58	4732.03